

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120057-2
REPORTS INVENTORY

XXXXXX DDS/OL/SD-8

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

Ordnance Status Report

 STATISTICAL NARRATIVE MACHINE-NAME LISTING

STAT

1. TITLE OF REPORT (if a fill-in report include Form No.)				2. TYPE OF REPORT
Ordnance Status Report				<input checked="" type="checkbox"/> ADMIN, GENERAL <input type="checkbox"/> OTHER (specify)
3. FUNCTIONAL AREA		PERSONNEL	TRAINING	
		<input checked="" type="checkbox"/> LOGISTICS	SECURITY	
		MEDICAL	FINANCE	
4. NO. OF COPIES PREPARED		5. FREQUENCY, (weekly, monthly, quarterly, etc.)		6. DISTRIBUTION (No. of components not number of copies)
--		Semiannual		OAMS
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING		9. DIRECTIVE AUTHORITY REQUIRING REPORT
Dispatch		<input checked="" type="checkbox"/> YES	IF YES GIVE ADP PROCESSING NO.	
<input type="checkbox"/> NO				
10. PREPARING COMPONENT (include lowest level contributing information to report)		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)		
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12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-14	9.76		1/6		1.63		2		3.26
GS-6	4.32		1/6		0.72		2		1.44
(Review by other office personnel not listed)									5.66

B. COSTS OF COMPUTER PRODUCED REPORTS

TOTAL COSTS PER YEAR

10.36

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

This report covers items other than those for which a stock level has been established.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

<input checked="" type="checkbox"/> RETAIN AS IS	<input type="checkbox"/> OTHER (explain)
<input type="checkbox"/> CHANGE	
<input type="checkbox"/> DISCONTINUE	

ESTIMATED SAVINGS

MAN-HOURS

DOLLARS

STAT

16. DATE OF INVENTORY

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

5 Oct 1970

18. EXTENSION

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